

**BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES**

February 3, 2020
County Commission Chambers
945 North Temple Avenue
Starke, FL 32091
Regular Scheduled Meeting
9:30 a.m.



PRESENT: Commissioner District 3 Chairman Chris Dougherty
Commissioner District 2 Vice-Chairman Kenny Thompson
Commissioner District 1 Commissioner Ross Chandler
Commissioner District 4 Commissioner Danny Riddick
Commissioner District 5 Commissioner Frank Durrance

ALSO PRESENT: Rachel Rhoden, Interim County Manager; Will Sexton, County Attorney; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Jason Dodds, Road Superintendent; Sheriff Smith; D.K. Bennett, Fire Director; Mark Crawford, Press; Allen Parrish, Emergency Medical Services Director; Bennie Jackson, Solid Waste and Mosquito Control Director; Kelly Canady, Community Development Director; Randy Andrews, Zoning Director; Major Smith; Chris Thurow, Information Technology Director; Lieut. Shuford, Emergency Management Director; and Robert Perone, Library Director.

(A duly advertised meeting of the Bradford County Planning and Zoning Board was held prior to the Regular Scheduled Meeting of the County Commission. Said meeting adjourned at 9:37 a.m. Minutes of the Planning and Zoning Board are kept by the Office of Planning and Zoning.)

CALL TO ORDER: Chairman Dougherty called the meeting to order at 9:38 a.m.

1. PUBLIC HEARING – FIRST READING OF ORDINANCE—Randy Andrews, Zoning Director:

ORDINANCE AMENDING THE TEXT OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, PURSUANT TO APPLICATION NO. LDR 20-01, BY THE BOARD OF COUNTY COMMISSIONERS:

Chairman Dougherty recognized Mr. Andrews, who read the title of the ordinance.

Chairman Dougherty opened the public hearing. The following individual(s) were recognized and presented comment(s):

Paul Still:

- Questioned the parliamentary procedures of the Planning and Zoning Board meeting conducted prior, stating that it caused confusion for the attendees.
- Procedure Manual for the Planning and Zoning Board required by the County's LDR's.

Discussion ensued concerning what steps, if any, were needed to clarify the actions of the Board with regard to their meetings as the Planning and Zoning Board and the Board of County Commissioners.

The discussion resulted with a **consensus of the Board** to adjourn the Regular Scheduled Meeting of the County Commission and to start both meetings over again.

ADJOURN: Chairman Dougherty adjourned the Regular Scheduled Meeting of the County Commission at 9:42 a.m.

(At 9:42 a.m., Chairman Dougherty called the Planning and Zoning Board meeting to order. Said meeting adjourned at 9:46 a.m. Minutes are kept by the Office of Planning and Zoning.)

CALL TO ORDER: Chairman Dougherty called the Regular Scheduled Meeting of the County Commission to order at 9:47 a.m.

1. PUBLIC HEARING – FIRST READING OF ORDINANCE—Randy Andrews, Zoning Director:

ORDINANCE AMENDING THE TEXT OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, PURSUANT TO APPLICATION NO. LDR 20-01, BY THE BOARD OF COUNTY COMMISSIONERS:

Chairman Dougherty recognized Mr. Andrews, who read the title of the ordinance.

Chairman Dougherty opened the public hearing. There being no response, the public hearing was closed.

2. PERMISSION TO SCHEDULE A PUBLIC HEARING ON FEBRUARY 20, 2020 AT 6:30 P.M., OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD, TO CONSIDER A REQUEST TO CLOSE AND ABANDON AN UNOPENED PLATTED STREET LYING SOUTH OF CR225—Randy Andrews, Zoning Director:

Mr. Andrews requested permission to schedule a public hearing on February 20, 2020 to consider a [request to close and abandon an unopened platted street.](#)

*Commissioner Riddick moved, seconded by Vice-Chairman Thompson, and **carried 5-0, to set the public hearing.***

Chairman Dougherty recognized Ms. Tammy Still, Legislative Aide to Rep. Bobby Payne. On behalf of Rep. Payne, Ms. Still expressed sincere gratitude to everyone who participated in Rural Counties Day on January 16 and the reception on January 15. Since he took office, it has been Rep. Payne's vision to give rural counties a greater voice in Tallahassee.

Chairman Dougherty expressed appreciation to Rep. Payne for his participation and for his support of rural counties.

3. PUBLIC COMMENTS ([Forms](#)):

Chairman Dougherty recognized the following individuals who presented comments on the subject matter(s) noted:

Paul Still:

- Expressed concerns regarding Item “C” on the Consent Agenda and requested that it be removed from the Consent Agenda to allow for discussion.

Carol Mosley:

- Read [written statement](#) concerning finances/budget with regard to reimbursement of payment to OEC by HPS.

Chairman Dougherty asked Mr. Sexton to meet with him following the meeting to discuss Ms. Mosley’s request.

Norman Traylor:

- Road maintenance.

4. CONSENT AGENDA:

- A. REQUEST TO REFER DELINQUENT EMS ACCOUNTS IN THE AMOUNT OF \$152,554.34 TO NATIONAL RECOVERY AGENCY FOR FURTHER COLLECTION EFFORTS.
- B. PROCLAMATION – DECLARING THE WEEK OF FEBRUARY 9-15, 2020 AS FLORIDA ECONOMIC DEVELOPMENT WEEK
- C. DONATION AGREEMENT BETWEEN BRADFORD COUNTY (COUNTY) AND RAYONIER FOREST RESOURCES, L.P. (OWNER); WHERE OWNER HAS AGREED TO DONATE TO COUNTY CERTAIN REAL PROPERTY CONSISTING OF APPROXIMATELY 4.7 ACRES OF LAND (Parcel No. 00807-0-00000)

*Commissioner Durrance moved, seconded by Vice-Chairman Thompson, and **carried 5-0, to approve the [Consent Agenda](#).***

5. APPROVE PAYMENT OF BILLS—Reviewed by: Chairman Dougherty:

Chairman Dougherty relinquished the gavel to Vice-Chairman Thompson and **MOVED to approve payment of the bills based on his review.** *Commissioner Durrance **SECONDED** the motion and the **MOTION CARRIED 5-0.*** Vice-Chairman Thompson returned the gavel to Chairman Dougherty.

6. CONSIDER APPROVAL OF A ROAD DEDICATION REQUEST – COMMISSIONER DURRANCE: S.W. CR237 – DEDICATED TO PATRICK L. BOYKIN

Commissioner Durrance presented the request for consideration.

*Commissioner Durrance moved, seconded by Commissioner Riddick, and **carried 5-0, to [Dedicate S.W. CR237 in Honor of Mr. Boykin.](#)***

7. INTERIM COUNTY MANAGER REPORTS—Rachel Rhoden:

A. CONSIDER RECOMMENDATION TO CREATE A PUBLIC WORKS DEPARTMENT UTILIZING EXISTING STAFF

In an effort to streamline County services and better serve the citizens through combined staff, equipment and talent, Ms. Rhoden presented a recommendation to create a Public Works Department, with Jason Dodds as Director, consisting of Facility Maintenance, Housekeeping, Transport Infrastructure (Road Dept.), Solid Waste and Mosquito Control. Solid Waste and Mosquito Control would be added to the Road Department, Facility Maintenance and Housekeeping responsibilities currently under the direction of Mr. Dodds. Mr. Jackson will work under the direction of Mr. Dodds and will serve in other capacities as needed. ([Organizational Chart](#))

Responding to inquiry by Chairman Dougherty, Ms. Rhoden confirmed that Mr. Jackson would be supervisor over Solid Waste, under the direction of the Public Works Director.

Commissioner Durrance emphasized that by approving this recommendation, the County is not creating new positions nor hiring new people, simply consolidating assets to serve the people in a more efficient manner.

When asked by Commissioner Riddick if they were in favor of the recommendation, both Mr. Dodds and Mr. Jackson indicated in the positive.

*Vice-Chairman Thompson moved, seconded by Commissioner Chandler, and **carried 5-0, to create a Public Works Department as recommended.***

B. CONSIDER CHANGE ORDER NO. 1 ON SHIP REHABILITATION FILE NO. 2017-7, IN THE AMOUNT OF \$5,782.00 FOR A NEW HVAC SYSTEM. NEW CONTRACT TOTAL \$30,249.00—Kelly Canady, Community Development Director:

Ms. Canady presented the change order for consideration.

*Commissioner Riddick moved, seconded by Commissioner Chandler, and **carried 5-0, to approve the [Change Order](#).***

C. CONSIDER CHANGE ORDER NO. 1 ON SHIP DEMO/REPLACEMENT FILE NO. 2017-2, IN THE AMOUNT OF \$4,770.00 FOR A NEW SEPTIC SYSTEM AND DRAIN FIELD. NEW CONTRACT TOTAL - \$83,683.00—Kelly Canady, Community Development Director:

Ms. Canady presented the change order for consideration.

*Commissioner Durrance moved, seconded by Vice-Chairman Thompson, and **carried 5-0, to approve the [Change Order](#).***

8. COUNTY ATTORNEY REPORTS—Will Sexton:

A. CONSIDER ADOPTION OF RESOLUTION AMENDING THE BOARD’S POLICY FOR THE COLLECTION OF EMERGENCY MEDICAL SERVICES (EMS) ACCOUNTS PAYABLE

Mr. Sexton presented the Resolution for consideration, reading the title into the record.

Emergency Services Director, Allen Parrish, presented comments to support adoption of the resolution.

*Commissioner Durrance moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the Resolution.** ([Resolution No. 2020-07](#))*

Chairman Dougherty recognized Ms. Pam Whittle and Ms. Patricia Evans, who presented comments regarding Rural Counties Day, economic development and the Proclamation Declaring the Week of February 9-15, 2020 as Florida Economic Development Week approved with the Consent Agenda.

Chairman Dougherty thanked Ms. Whittle and Ms. Evans for their work in support of Rural Counties Day.

9. SHERIFF REPORTS—Sheriff Smith:

Sheriff Smith donated a 2005 Ford Explorer to County for the use in the Public Works Department.

B. CONSIDER APPROVAL OF A QUOTE FROM CDW-G IN THE AMOUNT OF \$5,010.12 FOR TWO (2) PANASONIC TOUGHPAD TABLETS WITH PROTECTION COVERAGE. THESE TABLES WILL BE UTILIZED BY THE EMERGENCY MEDICAL SERVICES DEPARTMENT (IGCF Approved 10-29-19)

Sheriff Smith presented the quote for consideration. Mr. Parrish presented comments to support the purchase.

*Commissioner Riddick moved, seconded by Vice-Chairman Thompson, and **carried 5-0, to approve the quote.***

A. CONSIDER APPROVAL OF A FIREFIGHTER ASSISTANCE GRANT AWARD AGREEMENT BETWEEN BRADFORD COUNTY AND THE DEPARTMENT OF FINANCIAL SERVICES FOR FIREFIGHTER GEAR. GRANT AWARD = \$89,584.00 (No County Match)

Fire Director, D.K. Bennett presented stats for the Fire Department for the month of January. He also reported that the efforts to reconstitute volunteer fire departments has proved unsuccessful, primarily due to state certification requirements. In order to respond to the county’s significant call load, the decision was made to staff Station 9 in Sampson City and Station 5 in Lawtey with two (2) paid firefighters on a 24-hour, 7-day, 365 basis. A fully staffed fire engine requires four (4) people.

Although not in full compliance, the county is responding to the people and providing the service. They are aggressively advertising and pursuing recruitment in a very competitive job market.

Mr. Bennett announced the award of numerous grants totaling approximately \$150,000.00, and presented the Firefighter Assistance Grant Award Agreement for consideration.

*Commissioner Durrance moved, seconded by Vice-Chairman Thompson, and **carried 5-0, to approve the grant agreement.***

Mr. Bennett stated that staff will continue to pursue grants to meet mission requirements. During next years' budget cycle, staff will be able to provide a much better understanding of the needs of the Department.

10. CLERK REPORTS—Clerk Norman:

- Reported an increase in fraudulent activity in the County. The I.T. Department is receiving training on methods to minimize the vulnerability of the County to fraud. He will report to the Board as more information is received.

11. CHAIRMAN COMMENTS—Chairman Dougherty: None.

12. COMMISSIONERS' COMMENTS:

Commissioner Riddick:

- Expressed appreciation to Rep. Bobby Payne for his support of Bradford County and to Sen. Bradley for his help with Transportation Disadvantaged.
- Thanked Ms. Whittle and Ms. Evans for helping to make Rural Counties Day a great success.
- Asked the Commission to be thinking of ways to reduce the amount of trash on the roadsides throughout the County.

Commissioner Durrance:

- Asked the Commission to be considering ways to improve on keeping the County's waterways maintained.

Chairman Dougherty concurred with Commissioner Riddick on the trash issue.

ADJOURN: There being no further business, the meeting adjourned at 10:31 a.m.

Minutes approved by BoCC at the Regular Scheduled Meeting of February 20, 2020.